

# **Glenn Labor-Management Partnership Meeting**

**July 11, 2000**

## **Minutes**

Attendees: Sheila Baily, Don Campbell, Joe Duckworth, James Davis, Bob Everett, Bob Fails, Larry Kalb, George Madzsar, Angel Pagan, Lori Pietravoia, Jack Salzman, Denny Sender, Don Striebing, Hank Wroblewski

Guests: Bill Spellacy of the FLRA – for Retreat Agenda  
Sasi Pillay & Bill Sikora – for Computer Use Policy discussion

## **Minutes**

The minutes from the May meeting were reviewed and approved, as written.

## **Re-Establishment of LeLaMaC**

It was clarified that IFPTE had requested this item as an agenda topic. Bob Everett explained that LeLaMaC had not been active for a number of years. The group stopped meeting because it was felt by many that it was not a productive use of time since the group's decisions were not being adopted. Jack Salzman indicated that LeLaMaC had been involved in the study of issues for which no closure occurred. In addition, the formation of the Center-wide Partnership seemed to supercede LeLaMaC. It was agreed that there was no active decision to dissolve the group – it merely became inactive. Sheila Bailey stated that some issues brought to the Partnership were rejected because they did not apply to both unions. She argued that LeLaMaC could be used to resolve such issues and may alleviate other labor-management problems. It was also recognized that the Partnership membership was formed from existing Partnerships including LeLaMaC. The charter of the group was distributed – it was a recommending body with representatives from both management and IFPTE. It was agreed that a subcommittee of the Partnership – Lori Pietravoia, Angel Pagan, Bob Everett, Jack Salzman, & Paivi Tripp should work to determine what needs to be done to re-activate LeLaMaC. Lori Pietravoia took the action item to schedule a meeting of the subcommittee.

## **Retreat Agenda**

Bill Spellacy of the FLRA was in attendance. He provided copies of a draft agenda for the Partnership retreat. He explained that the agenda includes 3 parts:

1. Strategic Plan Discussion – to improve the functioning of the partnership
2. Interest Based Bargaining (IBB) training – background, principles and how IBB is used
3. Strategic Workforce Planning Action Item – using IBB approach. This would require work prior to the retreat to prepare for the discussion.

It was agreed that the draft agenda may be too ambitious to address in one retreat. It was agreed that if the Partnership were to tackle a tough issue, it may lessen the need for a strategic plan. As a result, the following was discussed and agreed to:

1 –the strategic plan should be done separately from the retreat. A strategic plan is never a finished product – it is a living document. It will involve an assessment of how you are working, problems experiencing and how to address them. This will be put on hold until after the retreat.

2 - the IBB training should be done prior to the retreat but not part of the retreat. The September 20 Partnership meeting would be used for this. The training will be presented by Bill Spellacy.

3 – focus the retreat on the Strategic Workforce Planning issue.

It was also agreed that some preliminary work needed to be done prior to the retreat.

- an understanding of the CPB, its roles/responsibilities, how it works and what it considers. Things to be included in this discussion would be position management issues, skill mix, FTE allocations, high grade allocations, core competencies and the workforce plan that goes with each budget. Don Campbell explained that FTE is allocated by Programs; Programs are dependent on the plan at Glenn and the Agency Plan (including Enterprise Plans). Directorates have FTE allocations and budget allocations and they determine how best to use them to accomplish their job.
- FTE Planning/workforce planning process including skill mix, core competencies, attrition rates and program plans (what new areas will the Center be going into and what will it get out of).

As a result, Bob Fails agreed to present the Budget/FTE process at the August 16 meeting to address some of the issues identified above. It was also suggested that John Taylor be invited to give an overview of the Skill Mix assessment exercise. Lori Pietravoia took the action item to arrange for John to give the presentation at the next meeting. Sheila Bailey reported that she served on a team that looked at the technician issue and took the action to find the report and send it to Lori for distribution to all members.

The goal will be to hold the retreat in October so Sheila Bailey could attend and to provide enough time to prepare for it. Lori Pietravoia to check with Deb Malow on possible dates.

It is important that Virginia Cantwell attend the retreat and the meetings preceeding it. The IFPTE representatives indicated that they would ensure that Virginia was notified of the retreat and the invitation to attend the August and September meetings (and any other special meetings called to prepare for the retreat).

## **Computer Use Policy**

Sasi Pillay and Bill Sikora attended the meeting for this agenda item discussion.

The recommended CIO policy was distributed and discussed by Sasi. It permits limited use of government resources for personal needs. It stresses that such use is a privilege, not a right. It only allows personal use during non-work time, it cannot impact government infrastructure in a negative way and must have minimal cost. It identifies inappropriate uses such as: running a business using government resources, modifying government systems; use to contradict official position of the agency; accessing pornographic/sexually explicit sites, gambling sites, etc. In addition, it was stressed, there should be no expectation of privacy (no anonymous use of government equipment). All were reminded that the Center currently has a Personnel Policy Statement that does not currently allow personal use of government equipment ( a copy of the policy was provided).

Bill Sikora explained that NPG 2810 is the agency policy regarding info technologies. He distributed a draft policy that incorporates the NPG flexibilities and suggested a question and answer supplement or mechanism to have questions answered. Questions raised included: Is the ohio lottery site gambling? Yes. Can employees use government computers to file income tax if it involves loading software. Sasi indicated this could be a problem. It was agreed that all members should provide input on the draft policy and approach to Lori Pietravoia and Sasi Pillay.

It was recommended that the current policy be expanded in accordance with the CIO recommendations. It was agreed that limited personal use should be considered and there should be a mechanism to ask questions. Partnership members were asked to provide comments on the draft policy recommendations to Sasi Pillay and/or Lori Pietravoia.

## **Information Exchange**

Sheila Bailey indicated that there is a problem with getting to the DEB because of the lack of a bus route to the West area. George Madzsar reported that a plan must be submitted with every special event being planned that includes how transportation/parking will be provided to DEB.

Don Campbell reported that the plans to move employees from the DEB are continuing. There are still questions as to how the DEB will be used .

Don Striebing/Larry Kalb reported that the UMC is putting together a presentation for Randy Furnas on the state of the WG technician workforce and the current state of the apprenticeship program. Because what is happening to the WG impacts the GS technicians, data will be presented on both types of technicians. Bob Everett will be provided a copy of the material and was asked for input from IFPTE's perspective.

## **Action Items**

1. Lori Pietravoia to schedule a meeting of the subcommittee established to determine the actions necessary to reactivate LeLaMaC.
2. Lori Pietravoia to arrange for John Taylor to give the Skill Mix Overview presentation at the August meeting.
3. Sheila Bailey to forward the technician team report to Lori Pietravoia for distribution to all members.
4. Lori Pietravoia to forward the report to all members.
5. Lori Pietravoia to check with Deb Malow on possible dates for the Partnership Retreat.